LSTA Advisory Committee Meeting Minutes

Tuesday & Wednesday, April 17-18, 2012

Comfort Inn & Suites, Deforest

DRAFT

Tuesday, April 17, 10:45 a.m. – 4:00 p.m.

Member Present

Gerri Moeller, OWLS; Leah Langby, Indianhead Library; Linda Stobbe, Northern Waters Library Service; Jeff Dawson, Lester Public Library; Mary Driscoll, Dane County Library Service; Marty Van Pelt, South Central Library System; Malena Koplin, Pewaukee Lake Elementary School; Bruce Gay, Milwaukee Public Library; Matthew Rosendahl, Wisconsin Indianhead Technical College; John Hanson, U.S.S. Liberty Memorial Public Library; Robert Stack, Portage County Public Library; Teri Iverson, CESA #3; Steve Platteter, Mid-Wisconsin Library System; Cherilyn Stewart, Manitowoc Public Library; Krista Ross, Southwest Library System

Absent

Nancy Anderson (Tuesday only)

Division Staff

Martha Berninger, Lisa Weichert, John DeBacher, Terrie Howe, Tessa Michaelson Schmidt, Bob Bocher, Kurt Kiefer (Tuesday)

Welcome and Opening Remarks

Terrie Howe welcomed the group. Everyone introduced themselves. Terrie discussed the course of events. Terrie reviewed the LSTA coordinators' training in Washington, D.C.

Kurt thanked the group for being there. Asked the group to think about being strategic in what we are focusing on. Look for ways to connect dots; it is important now more than ever to leverage our efforts. Be partners and willing to change.

Review of the Agenda

Bob Stack moved, supported by Steve Platteter.

VanPelt/Rosendahl moved to approve the minutes from November 2011.

Public Hearing Information

Bruce Smith South Central Delivery Systems --Delivery Systems Category for LSTA Funding

- He explained that most of delivery is handled within systems and the UW contract.
- Update: Still need $90,000
- Convened a work group to talk about different models for reducing the frequency of deliveries around the state.
- UW System and Public Library Systems fund 96% of delivery costs.

- Result: 3, 4, or 5 day options presented to SRRLAW and UW, individuals choose. UW wants to maintain 5 day, Public Libraries Systems agree. 12 systems reduce to 4 day. Effective January 2012.
- LSTA funds 22% of the public library systems' cost. Volume of delivery has dropped.

Terrie: Has the university system decided to drop to 4 considering their drop in volume?

Bruce: No.

Martha: Thank you, Bruce, for the hard work you do to keep partners informed.

Jon Mark Bolthouse -Technology Manager SCLS speaking on behalf of Vicki Teal Lovely

- Trying to get members to join our shared ILS.
- Asked about support for funds to join the shared automation system. He mentioned Arpin specifically.
- Out of 53, 11 still have stand alone systems.
- Those that use stand alone still use shared ILS.
- Start up fees too much especially for small libraries.
- The other category is for development of the current ILS. Semantic Web--linking data sources together rather than combining them--the Discovery Layer. These could be developed within any ILS. Terrie asked what ongoing costs would be. Nekoosa, Stevens Point/Voyager, Destiny at another

Terrie: What do you guess the ongoing cost would be for the small libraries? Why can libraries afford the change now?

Jon Mark: All libraries are paying some costs already. Don't see that the additional cost would be too much.

Leah: Personality of library staff matters when taking on this change.

Jon Mark: Greater amount of services would be offered through the shared ILS.

Terrie: How many of the 11 are looking for the change?

Jon Mark: Not sure.

Terrie: Anyone around the table know about making this change?

Bob B: There was a Shared Integrated Library System category beginning to 2002-2007. It was fairly successful. 2011 was the one exception that it was again offered for $145,000.

Letters reviewed by Terrie from Jim Trojanowski (NWLS), Becky Petersen (MCLS), and Paul Onufrak (ESLS).

Jim Trojanowski, Chair of the WPLC

- Keep spending money for e-book digital content.
- Successful start.
- Increase in use.

Gerard Saylor from Lake Mills supports Jim's statement.

Paul Onufrak, Eastern Shores library system

- Supports the continuation of the non-competitive Public Library System Technology Projects. ESLS has used this grant since the beginning to fund the TEACH/BCN data lines, and part of our member libraries' data lines as well.

Becky Petersen, Manitowoc Calumet Library System

- Keep funding for Public Library System Technology

Minutes of November 2011 meeting Approved

LSTA Coordinator's Report (Terrie) Information

Review Results -Five-Year LSTA Evaluation (2008-2012) Discussion

Terrie: We had very successful programs. The biggest discussion we will have is whether to continue, change level of support or change direction.

John DB: We need to continue to provide flexibility in the LSTA plan.

Terrie: There are 5 major areas for IMLS development of strategic planning. These are areas libraries should focus on.

1. Lifelong Learning: Terrie: one of the purposes that has changed dramatically. No training, Professional Development and providing informational resources.
2. Human Services
3. Employment and Small Business Development
4. Digitization
5. Databases

Kurt: Continue to provide these services but look for partners. Your facility will be the places people will go. In biennial budget address, Superintendent will request funding for digital initiatives that can be leveraged in strategic efforts

Cherilyn: An example of Human Services would be a public library hiring a nurse.

Marty: IMLS areas are warm and Fuzzy. Wisconsin's are hard: technology and delivery. She is supportive of Wisconsin's priorities because it will bring about the warm and Fuzzy.

Kurt: IMLS is about… Kurt reviewed IMLS' strategic plan.

- Learning
- Community
- Content
- Access

These do fit into our purposes.

John DB: Look for ways to build partnerships, Ex. Read to Lead. Another is the IMLS goal of building digital communities. Libraries can help. I asked for clarification on "Human Services" and Terrie talked about state libraries establishing partnerships within states for supporting public libraries. Libraries already provide services related to human needs--do that in partnership with other agencies. Cherilyn asked if a project would be hiring a public health nurse.

Bob Stack: Getting questions regarding human services such as food stamps. So much so that he was looking for basic training for staff on these topics.

Kurt: Supporting of working with DWD and Human Services to help patrons.

Martha: One of the RL&LL staff works directly with patrons to find information from government sites (not funded through LSTA).

Cherilyn: We already provide these types of services: does not see need for grant money.

Kurt: We need to build a social network. Not necessarily spend money.

Leah: There are programs about food stamps. Not applicable to libraries until faced with patron needs. People want information when they need it. Supportive of building a social network.

Development of Five-Year LSTA Plan (2013-2017) Discussion

Tessa

Tessa Youth and Special Services shared her work on putting together a new web resource. It will help people apply for an LSTA grant. It will share information among the youth and special services population as well as LSTA information. After some discussion, Kurt said we need to connect the dots to BadgerLearn.

Categories

Special Populations

Library Services

LSTA Grants

Suggestions

Leah: Information on measurable standards.

Cherilyn: Samples of Grants.

Matt: Supports projects.

Kurt: Should relate to BadgerLearn.

**Procedures for Discussion of 2013 LSTA Grant Categories &
Conflict of Interest Policy (John) Information**

Terrie discussion will occur tomorrow. John directed group to page 39 "Policy on Conflict of Interest. Individuals that are directly funded or benefit from certain topics need to abstain from voting on such topics.

Preliminary 2013 Budget Overview (John/Terrie) Information

**Discussion of Preliminary Grant Categories for 2013 Discussion
Technology**

- Delivery Service - Martha

  - Bruce Gay: What does Northern Waters do?

- o John DeBacher: Delivery does not go that far. Waltco delivery supports this area.

- o Bruce Gay: What is the volume of delivery?

- o Terrie: 617,000 in 2011

- Digital Creation Technologies - Tessa

  - o Kurt is supportive. Create documentation on lessons learned and place in a portal.

  - o Tessa explained that the new grant category is intended for all ages. Directed group to examples. Grant for libraries and library systems. Maximum $20,000 per library. Grant focuses on creation. Requirements emphasizes space and services. Teach staff to teach patrons.

  - o Terrie: It is important that an audience exists for grant to be successful.

- Digitization – Local Resources - Terrie

  - o UWDCC can implement 5 digitization projects in 2013.

- E-content Licensing - Bob B

  - o Bob: The state is supportive but will taper down monetary support. Bob gave overview of the process that developed around the e-content buying pool, for the e-summit to the $1 million funding pool, and how the $300,000 last year came into play. We have proposed $100,000 for the next year as a way to ease out of it. John commented on what other vendors have been considered. Bob talked about the national and international issues, and recalcitrant publishers.

  - o Steve: Would the systems need to make up the difference to make the $1 million mark?

  - o Bob: No, the state would not require a $1 million level. Most likely a match would continue. Thus, if the state contributes less than the libraries would as well.

  - o Matt: Are the monies for Overdrive?

  - o John: Committee is looking at other options.

  - o Bob Stack: The support of e-books is being cut too much too quickly.

  - o Marty: This LSTA funding cut ($200,000) may end program. American Libraries and Library Journals praised Wisconsin for our program.

  - o John DB: Overdrive will no longer provide a state contract or even a consortia contract. He commented that he feels apprehensive about putting a large state commitment into a vendor whose contract may change later. Overdrive is looking for funding from individual libraries and individual titles. Publishers are leaving or restricting content.

  - o Bruce: In Milwaukee County there has been a change that people are less reluctant to fund e-books.

  - o John Hanson: Is there an increase in ebooks?

  - o Bob B: Publishers are trying to recoup all circs. A multitude of legal issues, market is still volatile. To some extent libraries are victims of market.

- o Matt: Matt suggests adding more vendors. John DeB pointed out the difficult learning curve that we've already experienced with OverDrive. Can we put restrictions on money to force vendors to be more open?

- o John DB: Digital Rights Management (DRM) is an issue.

- o Kurt: Agrees with Matt: we should try to bust up monopolies. We prefer a much more open environment. What we do must be aligned with ALA. If the goal is to get libraries to move to electronic content, maybe we should keep the match but increase the library side to $2 million.

- o Bruce: Douglas County in Colorado, has their program been explored? Jamie LaRue, the director is pushing the envelope in setting their resources of servers, bandwidth, and in finding and distributing for small publishers. Kurt says the state librarians have talked about looking at a way to break the system and figure out another way to distribute.

- o Bob B: The model purchases hardware, software and staff.

- o John DeB: Works for indie publishers. Uncomfortable that model needs to pay Adobe fees.

- o Kurt: Other states want to have this conversation.

- o Matt: Could WiLS receive grant money to produce a model like Douglas County?

- o John DB: It would need to be a group of libraries or a library.

- o Marty: SCLS did write in the past and received money for e-books on behalf of systems.

- o Steve: Can Overdrive allow for local documents?

- o John DB: Yes.

- o Malena: Is there an overlap in categories: digitization and creating content? She spoke about school digital learning projects that might be added and made available.
- o Kurt: If we could make that template it would offer great Common Core examples.

- Library Improvement (Technology)

  - o Terrie: Bob's position.

- Library System Technology - Bob

  - o Category has been around for a number of years. Used for network support and website support.

  - o Bob Stack: Is this married to BadgerNet?

  - o Bob B: Some libraries use other subsidies to pay for BadgerNet.

  - o Bob Stack: If an ISP such as Charter came to a library and said that they would do the same thing as Badgernet can they choose Charter?

  - o Bob B: Yes, we are all for free choice.

- RL&LL – Statewide Technology -Martha

  - o Funds staff for BadgerLink, WIDAG, Content Management Librarian, and ILL.

  - o $70,000 to OCLC to share with OCLC and ContentDM.

- o Marty: Why is 46% of interlibrary loan not supplied?

- o Martha: They are formats that libraries are not lending. There have been discussions about whether to change policies and avoid this situation. Martha responded that so much of what is requested is unusual materials or format types--oddball VHS or specialized media.
- o Bruce: What amounts to the drop in request for money for RL&LL?

- o Martha: Loss in staff.

- o Gerri: What is the cost of looking for these items for interlibrary loan?

- o Martha: We convened working group to ask this question: We'll be requesting this item. Outcome was split 50/50.

- RL&LL - WISCAT Martha

  - o Cost of the software, staff that maintains the software and the union catalog.

  - o Cost in budget is not correct, needs to be reduced.

    - ▪ BadgerLink costs from legislature.

    - ▪ Reduced cost from vendor.

    - ▪ Reduced staff

  - o Union Catalog has been reduced to only libraries that cannot have a virtual connection. Agent software has taken on work to support without charging for service.

  - o BadgerLink Federated Search

  - o Statewide Technology provides the ability for staff to work with organizations and schools to make content more readily available.

  - o But they found that some libraries do not have a catalog and use WISCAT for catalog functions. Statewide ILL coordination, referral to Illiad, linking to other Autographics systems (both not on OCLC). Statewide access and federated searching--needed for BadgerLink searching to be more comprehensive. Kurt noted that what Martha and Lisa have done is remarkable, by what they have done in getting the vendor to change as well as the staff and organization to change. They are making a massive shift and a shift in the right direction.
  - o Martha: working with various groups to make more resources available to more people through various portals.

Services to Special Populations

- Literacy Initiatives & Improvements; Accessibility - Tessa

  - o Working to better define "Special Needs" and "Special Populations".

  - o Leah: Barb would state that in terms of Grants it could not just be for Children but Children in poverty.

  - o Tessa: Looking at what has already been written and how we can use that to serve the best. More ways (authentic) to use the money.

- Learning Express Database Martha

- o Will need money to continue. Vendor has agreed to hold price. We want to support job searcher needs.

Library Improvement

- Communication & Planning - Kurt

  - o Meeting, Conferences and Travel. He noted it affords some flexibility, too.

- E-Learning – Continuing Education-John DB

  - o Web Junction now just focusing on training.

- Statewide Library Improvement -Terrie

  - o The amount has dropped. The new program officer at IMLS in Washington DC asked that we break this area apart and fund Tessa's position as a separate project.

  - o Funds partial Director, Public Library Data position, LTE, Meetings, CE for Staff.

- School Library e-books – Nancy's category(Not able to be at the meeting)

  - o Pilot ebook study and possible match to common school funds.

  - o Kurt: Commented that it was a small amount of money for ebooks. It would be helpful to share best practices in a resource portal. Help people understand the critical role of the LMS as we move to digital.

  - o Malena: Monies could be used for identifying how to create consortium to acquire ebooks.

  - o Cherilyn: Can the schools join WPLC?

  - o John DB: No…Public Libraries.

- Youth Services Leadership Institute- Tessa

  - o Modeled off of State of Oregon. Address 25 participants. Must apply. Librarians that serve babies and teens, work in rural libraries. Content and building a social network. Funds would be for a 3-day conference.

  - o Matt: Would it fund their attendance?

  - o Tessa: Yes.

- Youth & Special Services Librarian-Terrie

  - o Got broken out. Reported separately at the end of the year.

LSTA Administration

- LSTA Administration Terrie

  - o No more than 4% of the administration of the grant. Office assistant is now a part of this budget.

  - o John Hanson: Why no increase in salary base level for staff?

  - o Bob B: That is a Governor discussion.

Terrie: Input requested on 5 year plan and on categories for 2013.

Jeff proposed to adjourn. Marty seconded.

4:00 Adjourn for the day

Wednesday, April 18: 8:30-2:00

8:30 12. Discussion of Preliminary Grant Categories for 2013
(Discussion continuation from previous day)

Gerri: Concerning the digitization monies…Can we pull out of the UW Digital Collections Center (UWDCC) model for digitizing projects?
Bob B: Would like to avoid individuals buying a scanner and simply posting pictures on their website. However, is supportive with guidelines.
Terrie commented on standards. Martha talked about mechanics. Martha said they could support with training, etc.
Gerri: Would not like to work with UWDCC due to the restrictions. Outagamie Waupaca Library System (OWLS) has libraries that have policies and procedures already. Some of these small libraries would not need much money.
Bob Stack: Systems are under a lot of stress and would not want any more work.
Terrie: Will work on digitization category and guidelines for 2014 permitting LSTA funding digital projects without the need for UWDCC's services.
Linda: Would like to have Computer Literacy added to the Literacy category.
John DB: Not sure if it can separated out. There are other categories related to using technology.
Tessa: Are you thinking about programs that are targeting a special group or all individuals?
Linda: Both, specifically elderly.
Tessa: The elderly would be considered a special population.
Matt: We do not fund story time and book projects. When does technology become a standard that public libraries provide?
Cherilyn: The difference is that technology is always changing. Staff need to be constantly learning.
Malena: Had worked with teachers and librarians to provide computer literacy training to students. Does this training already exist? How do we already connect to these groups?
Terrie: These communities most likely exist but not so much in the rural areas.
Tessa: We would need to make it very specific in the LSTA Guidelines that the grant needs to reach a special population.
Bob B: Federal funding for computer literacy has been proposed: $50 million. DPI supports funneling the monies to libraries and library support networks.
Matt: 2 areas: elearning and workshops?
Terrie: Not sure. Would libraries want monies for computers?
Krista: Currently implementing a grant supporting seniors with counties and agencies.

John DB: Kurt Category: Communication & Planning
- Update the 2006 Survey of shared automated systems.
- Put together a task force
- Martha: Exploring WISCAT and WISCAT alternatives and statewide ILS.
- Gerri: We should look at the Discovery Layer. We should look at BadgerLink.
- Martha: The discovery layer may not be able to work with all of the state's separate products.
- John DeB: The discovery layer will not solve all of our needs, especially with school libraries.

- Malena: If the state would help pay for the automation process, more schools would be able to participate.
- Bob B: The purpose of this group is to explore the issue of what people want. No decisions have been made.
- Cherilyn asked if grants need to be applied for in communication and planning. John DeB commented that it is not an application category; it is funds for the Assistant Superintendent to carry out projects.
- Marty asked whether this is to happen as part of the task force that looks at consolidation of systems.
- John DB said, no--that is to consider the statutory requirement for library systems to keep them valid and vital and justify the state funding.
- Bob B announced his retirement.
- Martha commented that vacancies have affected her team's role, too.

Additional Grant Categories for Consideration (from committee and public hearings)

Recommendations on Preliminary Grant Categories and Budget for 2013

Matt: Concerning the Digital Creative Learning grant IMLS is offering similar monies. Are we working in obstruction to them?
Tessa: No, we are piggybacking and aligning with IMLS specifically the community focus.

John Hanson: Can you break it down?

Martha: No.

LearningExpress Library
Motion: Jeff recommended $200,000 for Learning Express Library.
Second: Bruce
Discussion: Leah asked if that jeopardizes getting it onto state budget. Martha said we are being realistic.
Motion Carried

Delivery
Motion: Bruce recommended $90,000 for delivery.
Second: Krista Ross.
Discussion: None.
Marty (SCLS) and Linda (NWLS) Abstained
Motion Carried

Library System Technology Projects
Motion: Matt recommended $350,000 for Library System Technology grant category.
Second: Terrie Iverson
  o Discussion: Bruce asked if bringing libraries in on shared systems could be included. Bob Stack put a pitch in for more $ for rural libraries in shared systems saying that If money is left it would be nice to use it to motivate rural libraries to join shared automated systems.
  o Marty (SCLS), Krista (SWLS), Leah (IFLS), Linda (NWLS), Gerri (OWLS) and Steve (MWFLS) Abstained
Motion Carried

Library Improvement Technology
Motion: Steve P moved $140K for library improvement technology.
Second: Jeff
Discussion:
Motion Carried

RL&LL
Motion: Bruce recommended $641,600.
Second: Leah
Discussion: Marty clarified.
Motion Carried

WISCAT
Motion: Steve moved WISCAT at $514,250.
Second: Linda
Discussion:
Bob Stack Opposed
Motion Carried

Youth and Special Services Librarian
Motion: Krista
Second: Mary
Discussion:
Motion Carried

Youth Services Institute
Motion: Cherilyn
Second: Gerri
Discussion: Cherilyn asked about sending youth to a national conference. Maybe in future
Motion Carried

Communications and Planning
Motion: Jeff recommended increasing the communication and planning category to $25,000.
Second: Krista
Discussion: Bruce asked if funding is for reviewing the shared statewide integrated library system.
- o Cherilyn: Is that enough?
- o Bruce: Would this help look at a state wide ILS?
- o John: Yes.
Motion Carried

E-Learning – CE
Motion: Bob Stack fund at $35,000
Second: Krista
Discussion:
- o Matt: On average how many people participate in continuing education in your system? He noted that systems do many webinars and share widely.
- o Leah: Replied that about half of the libraries do.

- o John DB explained it doesn't need to be $50K and that he had a quote for $35K and it is for WebJunction courses and content, and he assumed that Martha's shop would interleave it.
- o Martha commented that there may be a better product or better way to do it. Leah asked if we would get a report on use.
- o Jeff thought it could be beneficial for keeping travel down.

Motion Carried

John Hanson moved leaving all zeroed out former categories.

School Library Media
Motion: Terrie Iverson
Second: Cherilyn
Discussion: Malena asked if she needs to abstain from voting. (no)
Motion Carried

Statewide Library Improvement
Motion: Bruce recommended $286,350 for the category.
Second: Leah
Discussion:
Motion Carried

E-content Licensing
Motion: Jeff moved $200,000 for e-content.
Second: Linda
Discussion:
- o Steve: We are trying to convince libraries to move in this direction.
- o Krista: it helps that we show this funding will eventually end.
- o John DB suggested that each member of the committee on WPLC discuss how to implement.

Motion Carried

LSTA Admin
Motion: Bruce recommended $114,500 for this category.
Second: Jeff
Discussion:
Motion Carried

Literacy
Motion: Mary Driscoll proposed to support Literacy at the $150,000 level.
Second: Cherilyn
Discussion:
- o Marty: Why has the literacy category amount increased?
- o Terrie: In the past, we have received more applications than we've been able to fund.
- o Bruce: Maybe we don't need as much money since libraries can also apply for the Digital Creation grant.
- o Lots of discussion and Tessa justified the larger amount request. Incomplete vote taken, then more discussion.
- o Leah: Increasing the funds may promote lower quality applications.

Vote called:

4 yes
11 no
Motion failed

Literacy
Motion: Gerri proposed funding at $100,000 level.
Second: Mary seconded.
Discussion:
Motion Carried

Digital Creation Technologies
Motion: Bruce moved digital creation at $80,000.
Second: Steve
Discussion: Malena asked if this would be related to digitization. Tessa said no… that patrons may be able to scan their own things, but not for a library digitization project. Malena then asked about increasing the digitization category or if that is limited by UWDCC.
Gerri Opposed
Motion Carried

Accessibility in Libraries
Motion: Linda recommended the category at $100,000.
Second: Krista
Discussion:
   o   Cherilyn: Have we met that need?
   o   Leah: It is not just about hardware. I worked with autistic children.
   o   Linda: at Northern waters we want it and need this category.
Gerri Opposed
Motion Carried

Digitization
Motion: Jeff moved Digitization at $25,000
Second: Steve
Discussion:
   o   Gerri would like to see the category changed so that people could digitize in other ways besides the use of UWDCC.
   o   Talk was whether digitization should continue to be offered solely through the UWDCC or whether Wisconsin Heritage Online (WHO) is resurrected. There is a need for metadata standards in all digital projects to make all projects available.
Motion Carried

Literacy extra 25,000
Motion: Leah moved to restore $25,000 to Literacy category.
Second: Linda
Discussion:
Motion Carried

Bruce suggested leaving the "extra" $3800 on the table.

After some discussion about the 5-year plan, Jeff moved to adjourn at 11:30.
Second: Malena
Motion Carried

11:45 Lunch – 12:30

Next meeting: November 7, 2012

Final Comments Terrie